

FINANCE AND PROCUREMENT COMMITTEE STATED MEETING - MONDAY, JANUARY 9, 2012

The stated meeting for the month of January was held in the Board Room, of the Stewart Centre, on the above date, with Mr. Senn, the Chairman, presiding. The meeting was called to order at 6:30 p.m. Committee members present were Mr. Senn, Mr. Willging, Mr. Newton, Mr. Hilton, Mr. Mikkelsen and Mr. Gilmour. Absent was Ms. Hooper. County Board Chairman Blum was present. Mr. Clay and Mr. Wire were also present.

Minutes of the stated meeting of Monday, December 12, 2011 were approved, without reading, on a motion by Mr. Mikkelsen, seconded by Mr. Gilmour.

COMMUNICATIONS:

None.

OLD BUSINESS:

The County Administrator noted that the \$5.5 million necessary to repay the 2006 Chase debt certificates is on deposit with the County Treasurer. Chairman Blum reported on the Baird bond closing. He will be getting a report on who purchased the bonds.

On a motion by Mr. Gilmour, seconded by Mr. Willging, the Committee recommended adoption of a resolution transferring the real estate property title to a purchaser, at auction, of the County's delinquent surplus property parcels.

NEW BUSINESS:

The County Administrator said that Mr. McLeRoy called earlier today to report that since the UCCI Board did not meet in December, he did not have a report. UCCI's Annual Legislative Reception is scheduled for February 28th, with an educational seminar the following morning.

The Committee reviewed the December 2011 revenue and expense amounts, in the Employees Health Insurance Fund. There was a \$108,544.18 deficit in December. The County Administrator explained that December tends to be a high month because it is the last month of the stop-loss insurance year. The December 2011 medical payments were more than \$80,000 less than December 2010.

The County Administrator reported that Mr. Spizzo, the County's labor attorney, feels that allowing the current \$500 wellness benefit to also be used towards health club memberships, would not be a violation of the current collective bargaining agreements. Mr. Mulnix distributed copies of the paragraph in the Plan Document that would need to be amended and a series of questions, offered by Mr. Odendahl, which need to be answered to develop the necessary amendment. The Committee asked the Administrator to work with the Treasurer and Mr. Odendahl, along with NIHP, to

develop an amendment for consideration. There was a discussion on percentages of reimbursement per number of health club visits per week.

The County Administrator distributed the allowable 2012 COBRA rates calculated by NIHP. After a discussion the Committee agreed to maintain the current COBRA rates, on a motion by Mr. Mikkelsen, seconded by Mr. Gilmour.

Mr. Snavely reported that he working on the HVAC systems at both the Jail and the Health Department Building. Employees are complaining about air temperature. The controlling software needs to be upgraded, but the systems do not have a reheat capability. Judge Ursin's door has been repaired. He next plans to work on the Fire Marshal's issues at the Courthouse. Chairman Blum reported on various complaints that he has received about the sound system in the County Board Room, which is original with the Courthouse. The current system is not repairable or upgradeable; it needs to be replaced.

Chairman Blum reported on the recent issue with several manual checks. The County Administrator distributed copies of three pages from the County Code Book covering County expenditures. Chairman Blum reported on his conversations with the State's Attorney and read from the State's Attorney's letter regarding this issue. He explained the differences between future encumbrances and payment for goods and services already received. The various committees oversee the budget. He will work with the State's Attorney on specific wording for next month. In the interim, each manual request needs the approval of one of the chairmen. Getting this approval is the responsibility of the department head and not the Treasurer. The challenge to the Nursing Center manual check was the first challenge, of this nature, to the manual check approval process.

The County Administrator explained that the Administration Committee has discussed moving the County from the IMRF's 600-hour standard to 1,000-hour standard, but wanted input from department heads, before any action was taken. However, there was no department head meeting, earlier today. On a motion by Mr. Gilmour, seconded by Mr. Willging, the Committee laid over the IMRF 1,000-hour standard to its February meeting.

The Budgetary Status and Major Revenue Tracking reports for December 2011 were distributed and reviewed. Since there were no new or repaid loans in December, the Interfund Loan Report was not distributed.

COMMITTEE REPORTS:

Public Property – Mr. Willging reported that his committee also reviewed the manual check approval process. They continue to study the Civil War Monument. Austin Bower and his family are considering a June fund raising event for the Civil War Monument project.

Administration – In the absence of Ms. Hooper, there was no report on her committee meeting.

Court Services – Mr. Newton said that he did not have a financial report.

Nursing Center - Mr. Hilton said that his committee agreed to set aside \$250,000 in the building and grounds fund. The question of signing-in at the Nursing Center has been raised. Chairman Blum said that the issue has also been raised at the Courthouse. The Sheriff has asked the State's Attorney for advice. The State's Attorney is still researching the issue; enforcement is still an open issue.

Planning and Development – Mr. Mikkelsen said that he did not have a report.

Public Works - Mr. Gilmour reported that his committee had a number of visitors for a discussion on open burning in the County. There is an individual who is interested in starting a landscape recycling business and is working to get the necessary IEPA permits. His committee approved a new fee structure for the waste hauler trucks. He has several resolutions for the County Board meeting.

Chairman Blum said that all elected officials, including County Board members are responsible for taking the mandatory training for the Open Meetings Act, available on the Illinois Attorney General's web site. The County has received the TIF pass through funds due from the City of Freeport.

On a motion by Mr. Hilton, seconded by Mr. Willging, the Committee went into Executive Session, for Business Matters. (Aye: Mr. Willging, Mr. Newton, Mr. Hilton, Mr. Mikkelsen, Mr. Gilmour, Mr. Senn; Nay: None.) The Committee came out of Executive Session, on a motion by Mr. Gilmour, seconded by Mr. Willging. Mr. Senn announced that Business Matters were discussed, but no action was taken.

Claims of \$1,014,412.82 were approved, on a motion by Mr. Mikkelsen, seconded by Mr. Hilton.

The Committee adjourned at 8:05 p.m., on a motion by Mr. Mikkelsen, seconded by Mr. Hilton.

Approved: February 13, 2012

Next Stated Meeting of the Committee:
Monday, February 13, 2012 6:30 p.m.
Stewart Centre Board Room